



# Community Transportation Enhancement Program

EZ - Application for Bicycle/Pedestrian and/or Landscaping Projects

## Local Entity Sponsor Information

<input type="checkbox"/> Tribal Government			<input type="checkbox"/> City Government			<input type="checkbox"/> County Government		
Sponsoring Entity:								
Contact Person:						Title:		
Phone:			Fax:			E-mail:		
Mailing Address:								
City:			State:			Zip:		

The project sponsor must be eligible as a participant (Counties, Class I-III Cities and Reservations) in the Community Transportation Enhancement Program and have sufficient program funds on account at the time of the Application.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

This signature indicates that the project sponsor will provide the requisite nonfederal matching funds and will enter into a project agreement with the Montana Department of Transportation requiring the sponsor to administer the development, design and construction of the project according to Federal, State and Local requirements. The sponsor has reviewed the CTEP Manual and understands the financial and reporting requirements and that the project's design must meet applicable Federal and State Standards and ADA Guidelines.

### Project Description:

- ☐ Bicycle/Pedestrian Facility                      ☐ Landscaping Project  
(describe what you will accomplish with the funds being applied for)

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**Project Location:**

(describe the physical location/address of the project and provide an accurate map illustrating the project site.  
Note: CTEP funded projects must be publicly owned)

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**Project Responsibilities** (who will accomplish each phase)

Project Phase	Local Entity Personnel	Contractor	Consultant	N/A
Preliminary Engineering (1)	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Construction (2)		<input type="checkbox"/>		
Materials Purchase Only (3)	<input type="checkbox"/>	<input type="checkbox"/>		
Construction Engineering (4)	<input type="checkbox"/>		<input type="checkbox"/>	

**Project Cost Estimate**

Project Phase	Total	CTEP Funds (86.58%)	Local Funds (13.42%)	Other Funds
Preliminary Engineering (1)	\$	\$	\$	\$
Construction (2)	\$	\$	\$	\$
Materials Purchase only (3)	\$	\$	\$	\$
Construction Engineering (4)	\$	\$	\$	\$
<b>TOTAL</b>	\$	\$	\$	\$

- (1) Preliminary engineering costs and activities include project design, environmental review and the contract letting process.
- (2) Construction costs consist of the materials and labor needed to complete the project.
- (3) Materials purchase only for streetscape projects such as benches, trash receptacles, bike racks, planters, underground sprinklers, etc.
- (4) Construction engineering cost and activities include construction administration and inspections.

**Project Maintenance** (MDT will not provide project maintenance):

- ☐ City - specify \_\_\_\_\_
- ☐ County - specify \_\_\_\_\_
- ☐ Tribal - specify \_\_\_\_\_

**Public Involvement Description** (attach documentation of public involvement and describe the public's opportunity to participate in the project's selection):

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### Submission

Send the completed application to:

Engineering Division/Consultant Design Bureau  
Attention: CTEP Section Supervisor  
PO Box 201001  
Helena MT 59620-1001

Visit the CTEP Webpage at [www.mdt.mt.gov/Business/CTEP](http://www.mdt.mt.gov/Business/CTEP) for more information.